

MILPERSMAN 1600-060

DECLARATION OF DESERTION

Responsible Office	NAVPERSCOM (PERS-68)	Phone:	DSN COM FAX	882-4451 (901) 874-4451 882-2626
---------------------------	-------------------------	--------	-------------------	--

References	(a) DODD 1325.2 of 2 Aug 2004 (b) Uniform Code of Military Justice (UCMJ) (c) NAVSUP Publication 485, Naval Supply Procedures, Volume 1, Afloat Supply (d) NAVSUP Publication 490, Transportation of Personal Property, Revision 3, Para. N6005
-------------------	--

1. **Policy**. Date and time of desertion always start from the initial unauthorized absence (UA). If UA over leave or liberty, UA/desertion commences at the time leave or liberty expired.

2. **Procedures**. When conditions outlined in MILPERSMAN 1600-010 are met,

a. prepare DD 553 (Rev. 5-04), Deserter/Absentee Wanted by the Armed Forces per reference (a).

NOTE: Write "unknown" in the fields for which information is not available and leave the distribution block of DD 553 blank.

b. declare the member a deserter by transmitting the declaration of desertion message using the format supplied below. Note in the remarks section if this is a case of desertion under aggravated circumstances by meeting any of the following:

(1) As detailed in enclosure (1) of reference (a).

(2) The individual is suspected of other reference (b) violations such as articles 80, 81, 94, 95, 133, or 134.

(3) The individual is in the rank of E-7 or above.

c. file a copy in the member's service record.

NOTE: If the command does not possess member's service record, obtain a duplicate from Navy Personnel Command (NAVPERSCOM), Records Support Branch (PERS-312).

d. forward DD 553 to Navy Absentee Collection and Information Center (NACIC) either by mail to the address listed below or as an E-Mail attachment to nacic_grlk@navy.mil. Include the following:

(1) A copy of OPNAV 5527/1 (Rev. 6-98), Incident Report, if applicable;

(2) A copy of member's NAVPERS 1070/602 (Rev. 7-72), Dependency Application/Record of Emergency Data;

(3) Enlistment contract;

(4) Photograph of the member (if available); and

(5) A copy of latest leave papers, or last known address.

NOTE: The DD 553 and declaration of desertion message are required to enter the member into the FBI's National Crime Information Computer (NCIC) Wanted Persons File. NACIC is the only activity authorized to enter desertion warrants into the NCIC.

e. if member deserted from a foreign port, forward a copy of DD 553 to the nearest United States (U.S.) consul.

f. if additional information is received, forward it to NACIC. Mailing address:

**Officer-in-Charge
Navy Absentee Collection and Information Center
2834 Green Bay Road
North Chicago, IL 60064-3094**

3. Critical Precaution

a. Desertion cases are complicated because, in most cases, returnees are separated from their field service record. Service records are always required to adjust pay accounts and for evidence to sustain desertion/UA charges. Incorrect service record processing and documentation, including courts-martial

charge sheets, may result in unnecessary delays in bringing offenders to trial and possibly losing a case at a court-martial. Ensure complete, timely, and accurate submission of all documentation.

b. Commands are responsible for the accurate completion and submission of DD 553, declaration of desertion message, and completing appropriate service record entries prior to forwarding records and documents to NACIC. Records received by NACIC that are improperly closed out, or improperly completed, or with inaccurate forms, will be returned to the command for correction and not included in NAVPERSCOM deserter unit identification code (UIC) (41104).

4. Disposition of Personal Effects and Service Records

a. **Service Records:** Retain a deserter's record on board for 120 days. On the 121st day forward all records via registered mail to:

**Officer in Charge
Navy Absentee Collection and Information Center
2834 Green Bay Road
North Chicago, IL 60064-3094**

Mark outside envelope "DESERTER - DO NOT OPEN IN MAIL ROOM." Ensure the following documents are inserted in the record and are completed accurately to prevent return to the command for reprocessing:

(1) NAVPERS 1070/606 (Rev. 10-02), Record of Unauthorized Absence

(2) NAVPERS 1070/613 (Rev. 10-81), Administrative Remarks

(3) Copy of NAVSUP 29 (Rev. 5-78), Inventory of Personal Effects Lost - Abandoned - Unclaimed

(4) Copy of DD 553 (Rev. 5-04), Deserter/Absentee Wanted by the Armed Forces

(5) Copy of declaration of desertion message

b. Decommissioning units will send records to NACIC, with annotation on NAVPERS 1070/613 included in the records, citing

when the unit is to be decommissioned. Contact NACIC within 60 days of decommissioning date to arrange for deletion of these members from the command's Enlisted Distribution and Verification Report (EDVR) (accounting category code (ACC) 109 - Deserter).

c. Overseas shore activities, units home-ported overseas, and deployed units (absent from homeport for more than 90 days consecutively) may forward to NACIC all applicable records and documents after member is declared a deserter and absent 31 days or more. Annotate in the remarks section of the declaration message that the command meets the requirements of this paragraph and wants (or does not want) the deserter transferred to the deserter UIC (41104) as soon as possible.

d. **Personal Effects:** Per reference (c), send personal effects to:

Officer in Charge
Cheatham Annex
Fleet and Industrial Supply Center Norfolk
108 Sanda Avenue
Williamsburg, VA 23187-8792

e. **On Board Ship Automatic Teller Machines (ATM):** Any monies in a deserter's ATM account on board a ship will be handled per reference (d).

5. Action by NAVPERSCOM

a. Upon receipt of the declaration of desertion message, NACIC will change the member's on board personnel accounting status to Deserter ACC 109. If member returns to military control within 180 days of the UA date, NACIC will change the member's ACC to the appropriate status. Allow 60 days for this transaction to reflect on command's EDVR. When a member is absent 181 days or more, and NACIC is in receipt of all records, NACIC will then transfer member to NAVPERSCOM Deserter UIC (41104). In the case of deployed units and commands overseas, NACIC will transfer member to NAVPERSCOM Deserter UIC (41104) upon receipt of all records.

b. Replacements will be provided according to priorities in the requisition system and availability of assets.

6. **Message Format**. Use the following formatted message:

```
FROM: (Originating activity)
TO: NAVPERSCOM DET NAVABSCOLLINFOCEN GREAT LAKES//.001//

INFO: COMNAVPERSCOM MILLINGTON TN//PERS-68//
      EPMAC NEW ORLEANS LA//JJJ//
      DFAS CENTER CLEVELAND OH//JJJ//
      FISC CHEATAM ANNEX WILLIAMSBURG VA //JJJ//

BT
UNCLAS//01626//
SUBJ: REPORT CONTROL SYMBOL BUPERS 1600-3, REPORT OF DECLARATION OF
DESERTION (PERS-68)
MSGID/GENADMIN/(Originator)//
POC//Name/Rate/Rank/Telephone//
RMKS/1. (Member's rate, full name, branch/class, SSN.)
2. DECL DESERTER (date), HAVING BEEN ON UNAUTHORIZED ABSENCE SINCE
(unauthorized absence time and date) FROM (activity name and UIC).
3. MEMBER IS CURRENTLY CARRIED IN ACCOUNTING CATEGORY CODE (ACC) ON
COMMAND'S EDVR.
4. IDENTIFYING INFORMATION: (Items A-H required items.)
  A. HEIGHT (in inches):
  B. WEIGHT:
  C. COLOR HAIR/COLOR EYES:
  D. SEX/RACE:
  E. CITIZENSHIP (U.S., immigrant, alien, non-immigrant,
alien/Filipino, etc.):
  F. VISIBLE SCARS, MARKS, AND TATTOOS (verify by medical record):
  G. ALIAS(ES) (if known/suspected):
  H. DATE AND PLACE OF BIRTH:
  I. HOME OF RECORD:
  J. DRIVER'S LICENSE NUMBER, STATE OF ISSUE:
  K. EAOS:
5. DD 553 MAILED TO NACIC. (If not, expected date of mailing.)
6. MEMBER'S CURRENT SECURITY CLEARANCE: (Level/special access
program(s).) Info COMNAVINTCOM/COMNAVSECGRU as appropriate.
7. NEXT OF KIN (NOK) AND READINESS COMMAND CHAPLAIN HAVE BEEN
NOTIFIED. (If not, action being taken to notify them.)
8. POV DATA (If known, license plate number, state of plate, year,
make and model, color, and other identifying information.)
9. REMARKS: (Suspected to be armed and dangerous/suicidal
tendencies, has mental disorder, fled to avoid trial (include
charges and any amplifying data), etc., and include any details.
Provide any information that could assist law enforcement in
attempting to locate and/or apprehend the member, including
information such as NOK names, addresses, phone numbers, etc.))//BT
```

NOTE: Assigned REPORT CONTROL SYMBOL BUPERS 1600-3, REPORT OF
DECLARATION OF DESERTION.